

The City of Albany Commission on Human Rights

March 15, 2016

5:30 p.m. - 7:00 p.m.

Mayors Conference Room

Name	Oct. FY 16	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Total # Meetings Attended
Commissioner Chair Brenda Robinson	E	P	P	P	P	P	N/A						
Commissioner Vice Chair Ronald Dunn	P	E	P	P	P	A	N/A						
Commissioner Secretary Jacquelyn C. Richards				P	P	P	N/A						
Commissioner Treasurer Andres Rivera	P	P	P (phone)	P	P	P	N/A						
Commissioner Linda Hunt	P	P	P	P	P	P	N/A						
Commissioner Judith Mazza	P	P	P	P	P	P	N/A						
Commissioner Latwanna Ellis				P	P	P	N/A						
Commissioner Valerie Wilkins-Roberts						P	N/A						
Charmel McCormick, Executive Director	P	P	P	P	P	P	N/A						
William Kelly, Ass. Corporate Counsel	A	P	P	P	P	P	N/A						
Commissioner Al Delossantos	P	A					N/A						
Commissioner Janneh Bakary	P	P					N/A						

Visitor(s): Mr. Lyons

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TOPIC	DISCUSSION/INFORMATION	RECOMMENDATION/ACTION/ EVALUATION/FOLLOW-UP	RESPONSIBILITY/TARGET DATE
Approval of Minutes			
Welcoming New Commissioner	Welcoming New Commissioner, Valerie Wilkins-Roberts	1 Vacancy Remaining, awaiting to hear from Mayor on an appointment	Charmel/Next Meeting
Meeting Format	The Commission will be discussing adding changes to meeting format	Tabled	Ronald/Next Meeting
Human Rights Reception	<ul style="list-style-type: none"> Human Rights Reception will be held on April 19th, 2016 at 6:30 p.m. to 8:30 p.m. 		Closed.
	<ul style="list-style-type: none"> Four nominees will be honored and Commissioners will be presenting the award. 	Nominees will be sent out everyone via email to view and vote on.	Brenda
	<ul style="list-style-type: none"> Entertainment: Andres and Latwanna states they will reach out to local organizations to ensure entertainment for the reception. 	Andres to inform everyone of entertainment via email.	Andres/Latwanna
	<ul style="list-style-type: none"> Vendor Payment: Charmel states HRC must appoint a Treasurer to keep track of our spending. 	Andres to be made as acting Treasurer for the HRC Reception.	Closed.
Complaint Intake Forms/Letter: Ron template		Tabled	Ronald/Next Meeting
Complaint Process		Tabled	Ronald/Next Meeting
Anti-bullying Video: Discussion on Usage	Discussion on usage on the completed video. The HRC recommends reaching out to the school districts. Andres recommends creating an Anti-Bullying Committee. HRC recommends non-profit organizations, afterschool programs and	Brenda will send out an email to begin building a list of contacts/organizations (liaisons) to have the video sent to for use.	Brenda/Next Meeting

	recreational department for the City of Albany. Valerie recommends reaching out to local churches.		
Open Meeting Law	Commissioners would like to know what our role is to conduct meetings of creating a committee. Andres offers advice as to how committees were ran under his leadership.	Commissioners will begin to brainstorm ideas of what committees they would like to form and how they will manage them.	Committee/Next Meeting
	<ul style="list-style-type: none"> Judith proposes to create a committee based upon the complaints we receive. 		Judith/Next Meeting
	<ul style="list-style-type: none"> Brenda proposes an education committee. 	Brenda will contact school board president to get members involved with the education committee.	Brenda/Next Meeting
	<ul style="list-style-type: none"> Jacquelyn inquiries about current committees of the HRC. 	Members will table to allow Commissioners to brainstorm about new committee ideas and whether to remove/rebirth current committees.	Committee/Next Meeting
New Business	<ul style="list-style-type: none"> Human Resource Committee Meeting on March 22nd at 5:30 p.m. at City Hall. 	Based upon discussion with Human Resource Committee will provide clarification about complaints and the role of the HRC	Brenda/Next Meeting
	<ul style="list-style-type: none"> Budget: Brenda sent out proposed budget regarding reception via email 	No comments	Closed.
Public Comment	Mr. Lyons: brief comments about committee meetings, ideas and getting people involved.		
Adjourned 6:05 p.m.		Next Meeting May 17 th , 2016 at 5:30 p.m. – 7 p.m., Mayors Conference Room	